PPLC Meeting Agenda - 2/15/2022 (Virtual)

Vision: Sullivan High School is committed to preparing lifelong learners to be empathetic and innovative thinkers who serve the global community in pursuit of equity and justice.

Mission: We, the Sullivan community, are driven to implement a personalized, standards-based curriculum that prepares all learners for real-world, postsecondary success. We strive to create a positive, supportive learning environment that nurtures independence and critical thinking in our students, while we guide them towards postsecondary success.

PPLC Statement of Purpose (from IL state law): The purpose of the PPLC is to develop and formally present recommendations to the principal and the LSC on all matters related to the educational program, including but not limited to, curriculum, school improvement plan, development and implementation, and school budgeting.

SULLIVAN
HIGH SCHOOL

F – Family
I – Integrity
S – Service
T – Tenacity

Norms:
➔ Start and end on time.
➔ Follow the schedule.
➔ Promote equity of voice.
➔ Be respectful of others and their opinions.
➔ Remain goal-oriented and solutions-driven.
➔ Stay engaged on the topic at hand.

Date/Time:	February 15, 2022 - 3:30 PM to 5:00 PM
Roles	Time Keeper - Norman Secretary - Simmonds

AGENDA

Time	Topics	Activities/Tasks	Notes
1 min	**Call to Order**	**→ fill Time Keeper role** **→ get consent to record the meeting**	
2 min	**Roll Call**	**Mr. Brookes** **Mr. Clark** Mr. Fasana **Ms Handley** Ms. Kiriazopoulos **Ms. Kordek** **Mr. Mathew** **Mr. Norman** **Ms. Simmonds**	Absent: Quorum → yes or no
2 min	**Approval of Agenda**	One amendment to new business	Agenda is approved

5 min	**Approval of Previous Meeting's Minutes**	[Minutes from 2/1/2022 Meeting](#)	Approved
10 minutes	**Public Comment** *2 minutes per speaker		➔ Halima came, YAY!

New Business

Issue/Item	Recommendation	Notes/Action Items/Resolution
<mark>Proposed amendment to agenda:</mark> Students have communicated that when quarantined, it is difficult to stay on top of missed lessons and assignments, and returning to school can be overwhelming 5 min, 5 max	If a student is in quarantine, teacher finds a student in the room who can monitor the chat in Google Classroom to help the teacher. Teachers should be mindful of how overwhelming it can be to return from quarantine and make up the missing assignments in 7 different classes.	➔ Does this (having another student know that a student is quarantining) violate HIPPA? ➔ What are the student expectations when they are quarantined? Unmuting? Joining during a specific time (first 15 minutes)? How are we messaging these expectations to the student's adult(s)? ➔ How can this be messaged to the adults in their home? ➔ Are calls home to adults being made? ➔ This is a conversation that we are having late in the game. ➔ <mark>Simmonds will create a draft slide by next Tuesday and email it out to everyone.</mark>
PPLC role in extension for CIWP through SY23 5 min, 15 max	PPLC play some role in the process of fulfilling Board's requirements for extending the CIWP	➔ Do the school level requirements have a deadline? Chad thinks we should use it as an opportunity to revise. ➔ The budget is going to be turned around by spring break. ➔ Chad will add us to the CIWP document. ➔ The 20 day number was 574 now we are at 614, Thomas is going to appeal that number. We have been budgeted at 645 enrollment. ➔ Chad's recommendation- the 3 priorities we selected were MTSS Tiers 2/3, family engagement, structure of continuous improvement. Can the PPLC make recommendations ➔ The budgeting decisions could be informed by the evaluations etc. ➔ How do we get some of those unseen things in place? What are the systems

		that people are using?
The departure of Mr. Livingston could potentially cause issues for our school climate and culture. 5 min, 5 max	Share with staff the plan for culture and climate until the dean position is filled.	➔ Some of this was also sent out in the email on Monday. He will be phasing out slowly. ➔ Safety and security team has recognized that they are taking someone who is very important to Sullivan. ➔ Ferguson is doing circles. ➔ Evertt is here on Wednesday and Friday all day to support as well. ➔ The job was posted on CPS last Thursday ➔ There are 3 candidates so far- 1 internal, 1 external partner, 1 external ➔ There can be more plans put in the tiger times next week ➔ Matt is doing 9th and 12th grade discipline. Chad is doing 10th and 11th grade discipline. ➔ How will we hire for this position? (see draft hiring process below)
Discussion and vote on Hiring Process Draft developed by Hiring Committee 5 min, 10 max	PPLC Draft Hiring Process	➔ Hiring process deadline was May 2022, so this Culture and Climate Dean position is earlier than anticipated for rolling out this process ➔ Background, this is the 2nd round of feedback that Clark, Mathew, and Fasana went through one round and then got feedback and this is the revision process ➔ Could be great for them to do an SEL lesson in a seminar classroom ➔ Is there an equity committee? They are not meeting yet. ➔ Student voice would also be great, and we do have student centered questions ➔ The PPLC is okay with using this as a draft/test run for the dean position ➔ Do we think a rubric for a demo lesson is helpful considering that Sullivan is such a hard place to plan a lesson plan for if you have no experience teaching here? Is it more helpful to have a template that admin/hiring committee use to hold themselves accountable ➔ Action Item: We will test this out for the

		<mark>dean position and a PPLC member will be involved in the whole process.</mark>
A clearer understanding of the system for communication about concerns or issues with hallways/stairwells between security and non-security staff is needed. Information should be able to flow both ways efficiently. 5 min, 10 max	Make clear the process for how information should move between security and non-security staff; coordinate the process with security team, admin, & PPLC Communicate to all staff the plan for information to be shared between security and non-security staff.	➔ We have an org chart. Is it being followed? ➔ How do we hold people accountable ? ➔ Everett, Liv, and Julian are meeting once a week. ➔ There is also a core team meeting happening every other Friday- how can this be supported by the PPLC? ➔ People should be emailing the head of the department directly and then we can circle back. ➔ New teachers have no idea what is going on and need support as well. ➔ The security schedule can be sent out as well but that is changing often. ➔ <mark>Action Item: Review the flow of information on the org chart so that we can send it out again. Cyraic and Clark will follow up.</mark>

Old Business: addressing action items and unresolved issues from previous meetings		
Previous Issue	**Last Update/Action Item(s)**	**Notes: Updates/Resolution**
Clarifying flowchart & role of PPLC in decision-making at Sullivan 5 min, 10 max	➔ Questions about [flowchart](): direction? Scenario-specific or universal? ➔ Request for updated organizational chart for school (all committees, teams, bodies, etc.)	➔ There seem to be a lot of loose ends happening. ➔ Chad thinks that the language posted shows that the PPLC should be giving recommendations. ➔ There are a lot of people with different opinions about what needs to happen, it should be anchored through the mission and vision. ➔ There needs to be a starting point with some benchmarks in place, so this can create some benchmarks of accountability. ➔ We need to establish who starts the process and who revises? How many iterations or rounds do we go through before we just move forward? ➔ Should the PPLC make a recommendation around the CIWP? ➔ There also has to be consideration that many of the PPLC members are not the ones running the actual meetings. ➔ Chad- The ILT should have the final say if they are the ones running the teams.

		➔ **Action Item: Updated organizational chart, with the current understanding of when they are meeting.**
AP Classes: There is a move towards AP classes at Sullivan. The PPLC should weigh in on this decision and process. 5 min, 10 max	➔ Need context/rationale from admin to inform the conversation ➔ Questions: logistics with a small teaching staff? Previous push for CTE, Dual Credit, and IB? Connection with Personalized Honors? Equity? ➔ Should the curriculum committee discuss this further?	➔ Parents and community members have done walkthroughs and talked about offering rigorous academic courses ➔ The Network Chief is also pushing for AP classes ➔ We have only 1 dual credit class happening. The English one cannot happen. ➔ The EOS survey is something that we will also want to look at, this is happening in 2 weeks. ➔ We have not thought deeply about how we will review/share this data.
School Climate: In terms of how the school overall is operating day-to-day, things are a little loose, and it's negatively affecting the school's climate. 5 min, 5 max	➔ Different ideas about how to gather feedback were shared: Google Form survey, GLT activity	

Meeting Schedule:
- 3/1/2022
- 3/15/2022
- 3/29/2022
- 4/19/2022
- 5/3/2022
- 5/17/2022
- 5/31/2022

CIWP Updates 3rd Year Extension (Spring 2022)

Given the pandemic and our focus on student engagement for SY21 it makes sense for schools to pause and regroup. Rather than developing a new CIWP, it is important for schools to revisit the 2020-2022 CIWP for both areas of continued improvement and to identify sections to update due to key district changes (ex: assessment). This will allow schools to implement their efforts to observe growth and provide the opportunity to directly continue SY21-22 CIWPs where it makes sense and will lessen the demand on school CIWP development for SY22. This change also aligns with ISBE's 3-year continuous improvement cycle.

School-level Requirements:
1. Self evaluate against the 3-5 categories of the SY23 priorities dimension: student engagement, instructional core, early literacy and post secondary
2. Update CIWP Priorities, Goals, Strategies and Budget Crosswalk, only as needed, to...
   - reflect any continuing efforts and progress
   - address needs that are evident in "SY23 District Priorities" SEF ratings
   - tag strategies/areas of critical need
3. Comply with federal and state requirements by updating the Parent and Family Plan, Fund Compliance,
4. Schools will need annual LSC/Chief approval for any CIWP Priorities changes and SY23 Budget

School-level Options:
1. Schools have the option to update: CIWP Teams, Areas of Critical Need, Root Causes